

**PROJECT DESCRIPTION****Cassava Processing and Capacity Building Project****Liberia****I. Introduction**

This appendix describes the activities to be undertaken and the results to be achieved with the funds obligated under this agreement. Nothing in this Appendix A shall be construed as amending any of the definitions, conditions, or terms of the Agreement.

**II. Background**

Farmers Associated to Conserve the Environment (FACE) has been engaged with small grassroots farmers in Cape Mount County to promote local food production through sustainable agricultural practices and conserve the biodiversity resources of Liberia. FACE has worked with various partners, particularly in the Lake Piso nature reserve area, to provide natural resource management training, sustainable livelihood support, non-timber forest product awareness (harvesting and processing), tree crop rehabilitation, community-based organization (CBO) capacity building, and awareness of environmental and biodiversity conservation issues. FACE has assisted forty-five women farmers in three communities who currently produce cassava as their main surplus food crop, but are unable to access profitable markets due to high transport costs for fresh cassava and limited production capacity for processed cassava products such as farina and gari. As a result, the women are often obliged to accept extremely low prices for their goods or leave their crops to spoil when they are unable to find buyers. In addition, the work contributes to girls dropping out of school due to the time required for processing and leads to the destruction of the local mangroves for firewood used to process the cassava.

**III. Funding****A. ADF Contribution**

The financial plan for ADF's contribution is set forth in Appendix A-1 to this Agreement. The Parties may make changes to the financial plan without formal amendment, if such changes are made in accordance with Article 8 of the Agreement and do not cause ADF's contribution to exceed the obligated amount specified in Article 4, Section 4.1 of the Agreement.

**B. Grantee Contribution**

FACE will contribute office space in Monrovia for use during the Project.

**IV. Project Goal**

The goal of the Project is to improve the standard of living of farmers in Cape Mount County, Liberia.

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**V. Project Purpose**

The purpose of the Project is to increase the incomes of members of the four farmers associations through sales of cassava and cassava products from 0 to:

- A. US\$ 4,275 in Project Year 1; and
- B. US\$ 8,975 in Project Year 2.

**VI. Outputs**

The Project will result in the creation of three women's associations to facilitate members' ability to produce and market cassava and cassava products as indicated by the following.

- A. The value of cassava and cassava product sales through farmers' associations will increase from 0 to:
  - 1. US\$ 7,500 in Project Year 1; and
  - 2. US\$ 15,750 in Project Year 2.
- B. Three farmers marketing associations will be functional by Year 2 of the Project.

**VII. Activities**

- A. Training and Technical Assistance
  - 1. FACE will organize individual farmers into three functional, registered associations that promote and facilitate food crop production and marketing. FACE will recruit qualified and experienced staff to implement the Project with assistance from the ADF Partner to ensure the hiring processes meet ADF's requirements. These will include three field extension officers to promote increased agricultural production for six months of the Project.
  - 2. FACE will conduct a baseline survey and mobilization visits for awareness/sensitization of farmers during the first month of the Project. FACE will work with at least 45 cassava farmers in three communities from Diah, Sawelor and Camp # 3. Each association currently produces cassava for marketing. FACE will empower individual farmers to enlarge their farm sizes through training, access to markets, and provision of basic hand tools and planting materials.
  - 3. FACE will conduct farm field schools where association members will be trained in improved cultivation and storage methods for eddoes, yam, and sweet potatoes.
  - 4. FACE staff or consultants will provide business development training to the farmers, cooperative management training to members of the associations, and safety and environmental training to select cooperative members responsible for the milling center. FACE will work with the associations to take any necessary actions to prevent or swiftly address any environmental problem such as erosion or soil degradation that may result from the Project. In addition to basic awareness of environmental issues to be included in the farmers' training package, FACE will establish disposal centers on farm demonstration sites and cooperative centers for waste and unused ADF-

approved chemicals, if any, provide an introduction to organic farming principles and methods, and promote erosion control. FACE will promote practices that include green manuring, use of cover crops, and crop rotation or association using leguminous plants.

5. FACE will work with farmers and facilitate processes to organize farmers into farmers associations for better business results; facilitate meetings among buyers, farmers, and other stakeholders to address fair pricing of the farmers' products; provide information on prevailing prices on the market; encourage joint marketing or pooling by farmers; establish business links with buyers; and encourage farmers to produce high quality products for better prices. FACE will document the processes and results and submit them to ADF.
6. FACE will work with the associations to organize general sessions during the Project to create awareness among members, elect leaders, set rules and regulations to govern the associations, and plan and review activities and reports. FACE will facilitate preparation and conduct of the activities of the associations with the assistance of the ADF Partner organization. FACE will ensure:
  - a. governance training for management committee members and members of newly established internal management committees to reinforce the separation of functions and provide clarity about their respective roles;
  - b. financial and accounting training for the management team to strengthen their capacity to manage the assets and general business transactions of the associations;
  - c. development and testing of financial policies and operational procedures manuals to guide day-to-day operations that will be reviewed and adopted by the associations' members; and
  - d. development of three-year business plans to guide the further development of the associations.
7. FACE will carry out a participatory assessment with stakeholders at the end of the Project to assess its impact on individual farmers and their communities.

B. Produce Buying and Marketing

1. FACE will work with the associations to obtain land from the local communities in Diah, Sawelor and Camp # 3, where they will construct a milling shed with a latrine and a large diameter well with a hand-pump in each of the three villages for use by the association members. Ownership of the facilities constructed under the Project will vest in the respective associations at the end of the Project. FACE will equip the milling sites with engine-driven cassava mills and wheelbarrows. FACE will cede ownership of the mills and millhouses to the associations before the end of the Project.
2. FACE will ensure that three ADF-approved signboards are procured and installed at the community milling sites. These signboards will be made of metal sheets, printed on both sides, with dimensions of two feet by four feet.

## C. Reforestation

FACE will establish a nursery with assistance from a local organization to produce at least 3,600 acacia and moringa tree seedlings for distribution and planting by farmers to reclaim savanna land that has been used for cassava production.

**VIII. Roles and Responsibilities of the Parties**

FACE has primary responsibility for ensuring that the Project's activities are properly implemented. Within the organization, the board of directors will be the highest decision making body, subject to review by the general assembly. Day –to-day management of Project activities will be carried out by the management committee. ADF's Partner in Liberia will provide technical support and guidance.

**IX. Monitoring and Evaluation**

Within sixty days of the effective date of this Agreement, the Grantee, working with the ADF Liberia Partner, will form a monitoring and assessment committee composed of a representative cross-section of the Grantee organization. The committee will provide the Partner with input for the Project monitoring plan. In addition, during implementation the committee will be responsible for ensuring that the Project follows the implementation plan and that problems identified through monitoring and evaluation are adequately addressed in a timely manner.